

CLARK COUNTY COURTS INTERPRETER SCHEDULE AND REQUEST FORM:

(DISTRICT COURT/SUPERIOR COURT/JUVENILE COURT/FAMILY COURT/CAMAS-WASHOUGAL MUNICIPAL COURT AND CLARK COUNTY SHERIFFS JAIL FACILITY)

***USE THE INTERPRETER REQUEST FORM ON THE NEXT PAGE FOR IN-COURT/VRT/ZOOM PROCEEDINGS AND OUT OF COURT SERVICES.**

ADVANCE NOTICE FOR INTERPRETER REQUEST IS: 3 JUDICIAL DAYS

LANGUAGE LINE TELEPHONE SERVICES WHEN NEEDING FOR SAME DAY SERVICE:

****Do not preschedule- this is for same day services only****

Action:

1. Call Language Line Services at **1-800-523-1786**.
2. Give or enter the 6-digit Client ID **#543853**.
3. Listen to and choose the appropriate prompts.
4. Company name is **Clark County District Court**
5. **Give operator/interpreter Clark County Courts Case Number (give just numbers and alphas-no dashes)**
 - Do not hesitate to e-mail or call our office for any and all questions: Email District Court Interpreter Coordinator at DistrictCourtIntCoor@clark.wa.gov or call us at 564-397-6105.

ALL LANGUAGES INCLUDING THE DEAF/ADA LITIGANTS: Jail Service process: Advance Notice for Interpreter Request is: 3 Judicial Days

- Attorney/Client Jail meetings are on a need only basis. The non-contact rooms are open and on a first come first serve basis.
- Direct Contact Room at the jail will need to be approved by our jail commanders.
- Interpreter Service Link is located on Clark County Courts Web Page: <https://clark.wa.gov/courts/interpreter-service>

Revised: April 29, 2021

INTERPRETER REQUEST

DATE:

FROM:

TO : Interpreter Coordinator Office
1200 Franklin St
Vancouver, WA 98660
Clark County District Court – Interpreter Coordinator
(564) 397-6105

E-mail to: DistrictCourtIntCoor@clark.wa.gov or

FAX to: (360) 759-6924

Please schedule an interpreter for the following:

CASE Name	
Language Needed	
CASE Number	
Service Date	
Type of Court Hearing	
Location of Service	
Address of Location	
Time (Start & Approximate End)	

THANK YOU!